

Municipality of Morin-Heights

PROVINCE OF QUEBEC
ARGENTEUIL COUNTY
MRC DES PAYS-D'EN-HAUT

MINUTES

In case of discrepancy, the French version prevails over the English translation.

Minutes of the regular session of the Municipal council of Morin-Heights held at Chalet Bellevue at 27, rue Bellevue on Wednesday, February 14th, 2024 at which were present:

Councillor Claude P. Lemire
Councillor Carole Patenaude
Councillor Peter MacLaurin
Councillor Gilles Saulnier

forming quorum under the chairmanship of Mayor Tim Watchorn.

Councillors Leigh MacLeod and Louise Cossette are absent.

The Director general, Mr. Hugo Lépine is present.

At 19:30, the Mayor states quorum, and Council deliberates on the following dossiers;

34.02.24 ADOPTION OF THE AGENDA

It is proposed by Councillor Gilles Saulnier
And unanimously resolved by all councillors:

TO ADOPT the agenda as presented by Director general.

AGENDA

- | | |
|-----|---|
| 1 | OPENING OF THE MEETING AND WORD OF WELCOME |
| 2 | ADOPTION OF THE AGENDA |
| 3 | APPROVAL OF THE MINUTES |
| 3 1 | Minutes of the regular meeting of January 17 th , 2024 |
| 3 2 | Minutes of correction – By-law 748-2023 regarding the imposition of a tax to fund 911 emergency centers |
| 3 3 | Minutes of the Planning advisory committee of January 23 rd , 2024 |
| 3 4 | Minutes of the local heritage council meeting of February 5 th , 2024 |
| 4 | DIRECTOR GENERAL’S MONTHLY REPORT |
| 4 1 | Report regarding the follow-up of dossiers |
| 4 2 | Report regarding the use of delegated power |
| 4 3 | Report regarding budgetary transfers |
| 5 | FINANCES AND ADMINISTRATION |
| 5 1 | Expense statements |
| 5 2 | Statement of financial activities |
| 5 3 | Human resources |

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5	4	By-laws and various resolutions
5	4 1	Sale by mutual agreement of lots 4 888 178, 4 888 179 and 4 888 180
5	4 2	Tabling – 2022 annual report of access to documents requests
5	4 3	Tabling – 2023 annual report of access to documents requests
6		PUBLIC AND FIRE SAFETY
6	1	Director's monthly report
6	2	Sûreté du Québec police department's activity report
6	3	Human resources
6	4	By-laws and various resolutions
6	4 1	Authorization for a roadblock for the 2024 Garde-Manger PDH food drive
7		PUBLIC WORKS AND INFRASTRUCTURES
7	1	Director's monthly report
7	2	Public works, buildings and facilities
7	2 1	Contract – cleaning service by skimmer truck
7	2 2	Contract – professional soil and environmental laboratory services - 2024
7	2 3	Contract modification – Snow removal contract for the 2024 to 2025 seasons
7	2 4	Contract – Sweeping of roads for 2024-2025
7	2 5	Contract – supply and application of dust suppressants
7	2 6	Contract – 2024 and 2025 pavement marking services
7	3	Environmental hygiene
7	3 1	Final acceptance – Upgrading of the Beaulieu aqueduct – construction section
7	3 2	Temporary acceptance – Upgrading of the Beaulieu aqueduct – pumping section
7	3 3	Final acceptance – Replacement of the aqueduct - rue Campbell
7	4	Report regarding the treatment of petitions and requests
7	5	Human resources
7	6	By-laws and various resolutions
8		URBANISM AND ENVIRONMENT
8	1	Director's monthly report
8	2	Report regarding permits and certificates
8	3	Animal protection and control society's activity report
8	4	Minor exemption and SPAIP
8	4 1	Minor exemption – Lots 6 023 942, 6 023 943 and 6 023 944, rue Allen
8	4 2	Minor exemption – 243,4 ^e rang
8	4 3	SPAIP – Lot 6 603 697, chemin des Hauteurs
8	4 4	SPAIP – Lot 4 571 455, rue Hazen-Riddell
8	5	Human resources
8	6	By-laws and various resolutions
8	6 1	Municipalisation of rue Allen, phase 2 and rue des Fondateurs
8	6 2	First draft resolution - Specific construction, alteration or occupancy proposals for an immovable (SCAOPI) for lots 6 347 490 and 6 523 218, rue Kennedy
8	6 3	Persons authorized to accompany the designated officer for the purposes of section 42 of By-law (632-2022) respecting the sanitation, maintenance and occupancy of buildings
9		RECREATION, CULTURE AND COMMUNITY LIFE
9	1	Director's monthly report
9	2	Recreation
9	2 1	Grant application – Fondation de la Faune du Québec – grassroots fishing program
9	3	Culture
9	3 1	Notice of motion and tabling of draft By-law (752-2024) on the recognition of the Trinity Anglican church and its cemetery as a local cultural heritage
9	4	Outdoor network
9	5	Events
9	6	Human resources
9	6 1	Hiring of a trail maintenance attendant and modification to resolution 31-01-24
9	7	By-laws and various resolutions
9	7 1	Renewal of the occupation permit for a public building

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- 9 7 2 Authorization - Grant application to the program Signature de la MRC des Pays-
d'en-Haut 2023-2024 - Axe 1 - Development and management of trails and their
surroundings - Castel Marie consolidation project and servitudes for the
Portageur, Triangle and Viking South trails
- 10 **MONTHLY CORRESPONDENCE**
- 11 **COUNCILLORS' DECLARATION**
- 12 **MAYOR'S REPORT**
- 13 **QUESTION PERIOD**
- 13 1 Oral questions and answers
- 13 2 Written questions and answers
- END OF THE MEETING**

**35.02.24 MINUTES OF THE REGULAR MEETING OF JANUARY 17TH,
2024**

The minutes of the regular meeting of January 17th, 2024 were notified to
Council members, by means of the electronic assembly file folder.

It is proposed by Councillor Carole Patenaude
And unanimously resolved by all councillors:

TO ADOPT the minutes of the regular meeting of January 17th, 2024;

**36.02.24 MINUTES OF CORRECTION – BY-LAW 748-2023 REGARDING
THE IMPOSITON OF A TAX TO FUND 911 EMERGENCY
CENTERS**

Minutes of correction of By-law 748-2023 ;

In accordance to Article 202.1 C.M., the Director general presents the
municipal council with the following minutes of correction for By-law 748-
2023 as it appears in the documents submitted to the municipal council.

**37.02.24 MINUTES OF THE PLANNING ADVISORY COMMITTEE
MEETING OF JANUARY 23RD, 2024**

The Director general presents the minutes of the latest Environment
advisory committee meeting of January 23rd, 2024 via the electronic file;

It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all councillors:

TO ADOPT the minutes of the latest environment advisory committee
meeting of January 23rd, 2024 and make the pertinent recommendations.

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38.02.24 MINUTES OF THE LOCAL HERITAGE COUNCIL MEETING OF FEBRUARY 5TH, 2024

The Director general presents the minutes of the local heritage council committee meeting of February 5th, 2024 via the electronic file;

It is proposed by Councillor Peter MacLaurin
And unanimously resolved by all councillors:

TO ADOPT the minutes of the local heritage council committee meeting of February 5th, 2024 and make the pertinent recommendations.

39.02.24 DIRECTOR GENERAL'S MONTHLY REPORT

The Director general presents his monthly follow-up report as well as the report regarding the use of delegated power as per By-law (577-2019) regarding financial administration.

40.02.24 REPORT REGARDING THE FOLLOW-UP OF DOSSIERS

The Director general presents his monthly activities report.

41.02.24 REPORT REGARDING THE USE OF DELEGATED POWER

The Director general presents his monthly report regarding the use of his delegated power in accordance to Article 11 of By-law (577-2019) regarding financial administration.

42.02.24 REPORT REGARDING BUDGETARY TRANSFERS

In accordance with By-law (577-2019) regarding financial administration, the Director General tables a report on the budget transfers authorized during the last month.

43.02.24 EXPENSE STATEMENT

The list of accounts payable and accounts paid during the month of January 2024 as well as the list of accounts of December 31st, 2023 were given to Council members by means of the electronic assembly as well as the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

Councillor Claude P. Lemire studied the dossier.

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It is proposed by Councillor Claude P. Lemire
And unanimously resolved by all councillors:

TO APPROVE the accounts as detailed on the lists presented.

Expense statements from January 1 st to 31 st , 2024	
Purchases of the month	\$ 931,270.00
Total supplier purchases	\$ 931,270.00
Direct bank payments	\$ 2,590.00
Sub-total – purchases and direct payments	\$ 933,860.00
Net salaries	\$ 215,625.00
GRAND TOTAL (January 2024)	\$ 1 149,485.00

Expense statements to December 31 st , 2023	
Purchases of the month	\$ 293,065.00
Total supplier purchases	\$ 293,065.00
Direct bank payments	
Sub-total – purchases and direct payments	\$ 293,065.00
Net salaries	
GRAND TOTAL (December 2023)	\$ 293,065.00

Mayor Timothy Watchorn has denounced his employment with the company 9129-6558 Québec Inc. – known as David Riddell Excavation / Transport, has refrained from voting, left the premises during deliberations and has not taken part in the discussions regarding the dossier pertaining to the company.

TO AUTHORIZE the Mayor and the Director general are authorized to make the appropriate payments;

44.02.24 STATEMENT OF FINANCIAL ACTIVITIES

The Director general presents Council who acknowledges receipt of the statement of financial activities to January 31st, 2024 and comments on them.

45.02.24 SALE BY MUTUAL AGREEMENT OF LOTS 4 888 178, 4 888 179 AND 4 888 180

WHEREAS Constructions McVeigh Inc. has submitted an offer to acquire lots 4 888 178, 4 888 179 and 4 888 180 of the Municipality's land reserve on November 20th, 2023;

WHEREAS Council has expressed its willingness in principle to sell these lots by mutual agreement at market value as established by the Real estate evaluation department;

WHEREAS said lots have no particular vocation for municipal purposes;

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TAKING INTO ACCOUNT Section 6.1 of the Municipal Code (RLRQ, c. C-27.1);

WHEREAS the Real estate evaluation department has determined that the market value of said lots is \$3,200;

WHEREAS Constructions McVeigh Inc. has confirmed its agreement to proceed with the acquisition of said lots at their market value and by assuming all costs related to the upcoming transaction;

CONSIDERING THAT the members of the Borough Council have examined the draft notarized deed of sale submitted by the potential buyer;

It is proposed by Councillor Peter MacLaurin
IT IS RESOLVED:

THAT the preamble be an integral part hereof;

TO AUTHORIZE the sale of lots 4 888 178, 4 888 179 and 4 888 180 of the land reserve to Constructions McVeigh Inc. in accordance with the terms set out in the draft notarized deed of sale submitted to Council for approval;

TO AUTHORIZE the Mayor and Director General, and they are hereby authorized, to sign for and in the name of the Municipality, all documents ratifying the present deed;

**46.02.24 TABLING – 2022 ANNUAL REPORT OF ACCESS TO
DOCUMENTS REQUESTS**

The Director general presents Council with the 2022 annual report of access to documents requests.

**47.02.24 TABLING – 2023 ANNUAL REPORT OF ACCESS TO
DOCUMENTS REQUESTS**

The Director general presents Council with the 2023 annual report of access to documents requests.

48.02.24 MONTHLY REPORT FROM THE DIRECTOR

The Director general presents council, who acknowledge receipt of the monthly report for the month of January from the Director, Fire department and the list of authorized expenses for the month as per By-law (577-2019) regarding financial administration.

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**49.02.24 SÛRETÉ DU QUÉBEC POLICE DEPARTMENT'S MONTHLY
REPORT**

General management has received a few informative press releases and has presented them.

**50.02.24 AUTHORIZATION FOR A ROADBLOCK FOR THE 2024 GARDE
-MANGER PDH FOOD DRIVE**

CONSIDERING that Council has received the following request from the Garde-manger des Pays-d'en-Haut regarding the organizing of its annual food drive which will be held on December 14th;

CONSIDERING the Garde-manger des Pays-d'en-Haut is responsible for obtaining the proper authorization from the Minister of transport and the Sûreté du Québec;

TAKING INTO ACCOUNT By-law SQ-2023 regarding traffic and parking and the road safety Code;

It is proposed by Councillor Peter MacLaurin
And unanimously resolved by all councillors:

TO SUPPORT the organization's request made to the Minister of Transport for the set-up of a roadblock next December 14th at the intersection of Village road and Route 364;

TO NOTIFY the Garde-manger des Pays-d'en-Haut that they are responsible for gathering volunteers and the necessary personnel for the activities;

51.02.24 MONTHLY REPORT FROM THE DIRECTOR

The Director general presents Council, who acknowledge receipt of the monthly report for the month of January from the Director, Public works and infrastructures, the list of requests as well as the list of expenses authorized as per By-law (577-2019) regarding financial administration.

52.02.24 CONTRACT – CLEANING SERVICE BY SKIMMER TRUCK

CONSIDERING THE Municipality's 2024 operations budget;

CONSIDERING By-law (571-2019) regarding contractual management and its regulations regarding the management of call or tenders for contracts over \$ 50,000 and less than \$ 133,800;

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CONSIDERING THAT on January 15th, 2024, the Administration proceeded with a call for tenders on invitation via the SEAO for cleaning service by skimmer truck / combined for 2024 and 2025 to six potential suppliers;

Innov-Vac	SaniNord
Groupe MGC	Soleno Service
9363-9888 Québec Inc. (SaniVac)	Nettoyage d'égout SEMA

CONSIDERING THAT the Municipality has received the following two compliant offers:

Name	Price (including taxes)
Solutions Environnementales 360 Québec Inc.	\$ 85,932.32
9363-9888 Québec Inc. (Sanivac)	\$ 98,533.58

CONSIDERING a selection committee proceeded with the analysis of tenders received and has presented its report;

It is proposed by Councillor Carole Patenaude
IT IS RESOLVED:

TO GRANT the contract for cleaning service by skimmer truck / combined for 2024 and 2025 to Solutions Environnementales 360 Québec Inc. for an amount of \$ 37,370.00 in 2024 and \$ 37,370.00 in 2025, excluding taxes;

TO AUTHORIZE the Director general to sign the service agreement for and in the Municipality's name and he is authorized to make the payments as per the terms of payment are included in the copy attached herewith forming an integral part hereof.

**53.02.24 CONTRACT – PROFESSIONAL SOIL AND ENVIRONMENTAL
LABORATORY SERVICES - 2024**

CONSIDERING THE Municipality's 2024-2025-2026 triennial capital program which included projects aimed at undertaking soil tests on certain of the Municipality's roads;

CONSIDERING By-law (571-2019) regarding contractual management and its regulations regarding the management of call or tenders for contracts over \$50,000 and less than 133,800 \$;

CONSIDERING THAT the estimate of costs of this contract is between \$ 50,001 and \$ 133,799;

WHEREAS a call for tenders by invitation via the SEAO was sent on January 15th, 2024 to four potential suppliers;

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Enviro-Experts
Solmatech
Groupe ABS
GMT Lab

CONSIDERING the Municipality has received the two following offers within the delays stipulated in the specifications, specifically:

Name	Price (including taxes)
Groupe ABS Inc.	\$ 71,321.29
Solmatech Inc.	\$ 63,464.02

WHEREAS this offer complied with the tender;

CONSIDERING Article 936 of the Quebec municipal code;

It is proposed by Councillor Claude P. Lemire
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO GRANT the contract to Solmatech Inc. for professional services for soil laboratory and environment for the amount of \$ 63,464.02 including taxes, as per the terms of the specifications ;

TO AUTHORIZE the Director general and he is hereby authorized, to sign for and in the Municipality’s name, any document to follow-up on this resolution;

**54.02.24 CONTRACT MODIFICATION – SNOW REMOVAL CONTRACT
FOR THE 2020 TO 2025 SEASONS**

The Mayor discloses his interests in the present dossier and leaves the meeting.

The acting mayor Gilles Saulnier presides over the meeting for this article of the agenda.

WHEREAS THAT resolution 211.07.20 provided for the granting of a contract for snow removal on municipal roads and certain roads managed by the ministère des Transports du Québec for the years 2020 to 2025 for \$ 2 172 443.72, before taxes and that this allocation was made as per the provisions of By-law (571-2019) regarding contractual management;

CONSIDERING section 25 of this by-law, which stipulates the procedure for the processing of requests for modifications to contracts awarded by public tenders;

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CONSIDERING THAT, in the context of this contract amendment request, the conditions stipulated in the above-mentioned section 25 will be met if the Council approves it, namely:

- a) the claim does not change the nature of the contract and is ancillary in nature;
- b) it was unforeseeable at the time the contract was awarded
- c) it is not attributable to the fault of the tenderer;

CONSIDERING the request for the modification of contract submitted by the Public works, infrastructures department, approved by its Director, which is justified by the addition of new roads, will be approved by Council and were not provided for in the call for tenders described in resolution 211.07.20 for which the council members have been made aware;

CONSIDERING the Director general recommends its approval by Council and confirms that the necessary budgetary credits are available for this modification;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED :

THAT the preamble form an integral part hereof;

TO APPROVE the request for modification number 3 of the snow removal contract for municipal roads and MTQ for the years 2020 to 2025 allocated by resolution 211.07.20 and the addition of the amount of \$ 24,016.42 to said contract;

The Mayor returns and presides over the meeting.

55.02.24 CONTRACT – SWEEPING OF ROADS FOR 2024-2025

CONSIDERING the Municipality's requirements and needs with regards to the sweeping of roads for 2024-2025;

CONSIDERING the estimate of costs of a contract for the tracing of lines based on previous years' history;

WHEREAS a call for tenders by invitation was sent on January 24th, 2024 via the SEAO to five potential suppliers;

- Balaye Pro Inc.
- Les Entreprises Myrroy
- Les Entreprises Jeroca
- Groupe Villeneuve
- Balai Permanent Inc.

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CONSIDERING By-law (571-2019) regarding contractual management and is regulations for the process of call for tenders for contracts of over \$ 50,000 and less than \$ 133,800;

CONSIDERING the Municipality has received three quotes within the delays stipulated in the specifications, specifically:

Names	Price (including taxes)
Les Entreprises Jeroica Inc.	2024 : 32 193,00 \$ 2025 : 33 342,75 \$ 2026(option) : 34 492,50 \$
Groupe Villeneuve Inc.	2024 : 39 091,50 \$ 2025 : 40 241,25 \$ 2026(option) : 41 850,90 \$
Les Entreprises Myrroy Inc.	2024 : 39 965,31 \$ 2025 : 39 965,31 \$ 2026(option) : 40 931,11\$

CONSIDERING Article 936 of the Quebec municipal code;

CONSIDERING THE offer presented complies with the specifications;

CONSIDERING THAT the verifications required by Law were done and that the tenderer has the certification required by the Quebec Revenue agency and is not listed in the non-authorized business registry;

It is proposed by Councillor Carole Patenaude
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO GRANT the contract for the sweeping of roads for 2024-2025 to the lowest bidder in conformity, Les Entreprises Joroca Inc. for a total amount of \$ 65,535.75 including taxes for 2024 and 2025;

THAT the director be authorized to sign the contract and make the payments as per the chart of submitted prices per unit subject to the final estimates of quantities as per the conditions of the offer;

TO AUTHORIZE the Director general and he is hereby authorized, to sign for an in the Municipality’s name, any document to follow-up on this resolution;

**56.02.24 CONTRACT – SUPPLY AND APPLICATION OF DUST
SUPPRESSANTS**

CONSIDERING the Municipality’s requirements and needs with regards to the supply and application of dust suppressants;

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CONSIDERING the estimate of costs of a contract for the supply and application of dust suppressants based on previous years’ history;

WHEREAS a call for tenders by invitation was sent on January 23rd 2024 via SEAO to four potential suppliers;

- Entreprises Bourget
- Somavrac c.c.
- Enviro Solutions Canada Inc.
- Multi Routes Inc.

WHEREAS By-law (571-2019) regarding contractual management and its regulations for the process of call for tenders for contracts over \$ 50,000 and less than \$ 133,800;

CONSIDERING the Municipality has received two quotes within the delays stipulated in the specifications, specifically:

Names	Price (including taxes)
Les Entreprises Bourget Inc.	2024 : 52,043.43 \$
	2025 : 53 434,63 \$
	2026(option) : 53 434,63 \$
Multi-Routes Inc.	2024 : 46 162,46 \$
	2025` 48 691,91 \$
	2026(option) : 51 221,36 \$

CONSIDERING Article 936 of the Quebec municipal code;

CONSIDERING THE offer presented complies with the specifications;

CONSIDERING THAT the verifications required by Law were done and that the tenderer has the certification required by the Quebec Revenue agency and is not listed in the non-authorized business registry;

It is proposed by Councillor Gilles Saulnier
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO GRANT the contract for the supply and applicant of dust suppressants to the lowest bidder in conformity, Multi-Routes Inc. for a total amount of \$ 46,162.46, taxes included for the 2024 and \$ 48,691.91 for 2025, taxes included and \$ 51,221.36 for option year 2026.

TO AUTHORIZE the Director general and he is hereby authorized, to sign for an in the Municipality’s name, any document to follow-up on this resolution;

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**57.02.24 CONTRACT – 2024 AND 2025 PAVEMENT MARKING
SERVICES**

CONSIDERING the Municipality’s requirements and needs with regards to the tracing of lines;

CONSIDERING the estimate of costs of a contract for the tracing of lines based on previous years’ history;

WHEREAS a call for tenders by invitation via SEAO was sent on January 24th, to five potential suppliers;

- Marquage signalisation
- Marquage et traçage du Québec
- JBM Marquage
- Lignes-Fit Inc.
- Lignes Maska

WHEREAS By-law (571-2019) regarding contractual management and its regulations for the process of call for tenders and contracts of more than \$ 50,000 and less than \$ 133,800;

CONSIDERING the Municipality has received three quotes within the delays stipulated in the specifications, specifically:

Names	Price (inlcuding taxes)
9254-8783 Québec Inc.	2024 : 81 155,34 \$
	2025 : 86 682,60 \$
Marquage et traçage du Québec Inc.	2024 : 78 646,21 \$
	2025 : 82 350,47 \$
Lignes-Fit Inc.	2024 : 70 134,75 \$
	2025 : 70 134,75 \$

CONSIDERING Article 936 of the Quebec municipal code;

CONSIDERING THE offer presented complies with the specifications;

CONSIDERING THAT the verifications required by Law were done and that the tenderer has the certification required by the Quebec Revenue agency and is not listed in the non-authorized business registry;

WHEREAS all offers received exceed by over 50% of the estimated costs for this contract;

It is proposed by Councillor Peter MacLaurin
IT IS RESOLVED:

THAT the preamble form an integral part hereof;

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TO REJECT all of the offers received;

58.02.24 FINAL ACCEPTANCE – UPGRADING OF THE BEAULIEU
AQUEDUCT – CONSTRUCTION SECTION

CONSIDERING resolution 244.07.22 concerning the work for the upgrading of the Beaulieu aqueduct to Les Entreprises Claude Rodrigue Inc.;

CONSIDERING By-law 571-2019 concerning contract management;

CONSIDERING THAT the work under this contract has been completed in accordance with the specifications;

WHEREAS the Director of Public Works and Infrastructures and the engineers on the project recommend final acceptance of said work, as per the recommendation and supporting documents attached hereto;

It is proposed by Councillor Claude P. Lemire

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO ACCEPT the final acceptance of the work provided for in the contract awarded in resolution 244.07.20 for the 2021 paving work in the amount of \$ 9,898.26, taxes included, as recommended by the Director of Public Works and Infrastructures and the engineers on the project;

THAT if the denunciations of contract were forwarded to the Municipality in accordance to the Law, the payment of the present account is conditional upon the receipt of all the required receipts as well as the CNESST and CCQ letters of conformity.

59.02.24 FINAL ACCEPTANCE – UPGRADNG OF THE BEAULIEU
AQUEDUCT – PUMPING SECTION

CONSIDERING resolution 96.03.23 concerning the awarding of a contract for the upgrading of the Beaulieu drinking water station to Pompes Villemaire Inc;

CONSIDERING By-law 571-2019 on contract management;

CONSIDERING THAT the work provided for in this contract has been completed in accordance with the specifications;

WHEREAS the Director of Public works and infrastructures and the project engineers recommend the provisional acceptance of said work, as per the recommendation and supporting documents attached hereto;

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It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble be made a part hereof;

TO ACCEPT the provisional acceptance of the work provided for in the contract granted in resolution 96.03.23 for the upgrading of the Beaulieu drinking water station following a 5% holdback as recommended by the Director of Public works and the engineers to the project;

60.02.24 FINAL ACCEPTANCE – REPLACEMENT OF THE AQUEDUCT –
RUE CAMPBELL

CONSIDERING resolution 208.06.22 concerning the work for replacement of the aqueduct - rue Campbell to Nordmec Construction Inc.;

CONSIDERING By-law 571-2019 concerning contract management;

CONSIDERING THAT the work under this contract has been completed in accordance with the specifications;

WHEREAS the Director of Public Works and Infrastructures and the engineers on the project recommend final acceptance of said work, as per the recommendation and supporting documents attached hereto;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

THAT the preamble form an integral part hereof;

TO ACCEPT the final acceptance of the work provided for in the contract awarded in resolution 208.06.22 for the work for the replacement of the aqueduct on rue Campbell in the amount of \$ 33,563.81, taxes included, as recommended by the Director of Public Works and Infrastructures and the engineers on the project;

THAT if the denunciations of contract were forwarded to the Municipality in accordance to the Law, the payment of the present account is conditional upon the receipt of all the required receipts as well as the CNESST and CCQ letters of conformity.

61.02.24 REPORT REGARDING THE TREATMENT OF PETITIONS AND
REQUESTS

The Director general presents Council who acknowledge receipt of the summary report regarding petitions and requests to January 31st, 2024.

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62.02.24 ACTING DIRECTOR'S MONTHLY REPORT

The Director general presents Council, who acknowledge receipt of the monthly report for January 2024 from the Acting Director of the Urbanism and Environment department as well as the list of authorized expenses as per By-law (577-2019) regarding financial administration.

63.02.24 REPORT REGARDING PERMITS AND CERTIFICATES

The Director general presents Council who acknowledge receipt, of the list of permits and certificates to January 31st, 2024.

**64.02.24 ANIMAL PROTECTION AND CONTROL SOCIETY'S
ACTIVITY REPORT**

The Director general did not receive any reports.

**65.02.24 MINOR EXEMPTION – LOTS 6 023 942, 6 023 943 AND
6 023 944, RUE ALLEN**

- The president of the assembly opens the consultation meeting regarding the minor derogation at 19:52;
- The president of the assembly invites the Director general to read the proposal and explain the requested derogation;
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated January 29th, 2024 be heard in this dossier. The meeting ends at 19:53;

CONSIDERING THAT this request was processed according to the provisions of By-law (646-2022) concerning minor exemptions;

CONSIDERING THAT this request meets the objectives of the urbanism plan;

CONSIDERING THAT the application of the current by-law would cause serious prejudice to the applicant;

CONSIDERING THAT this request does not affect the enjoyment of property rights by neighbouring owners;

CONSIDERING THAT this request will not increase the risk to public safety;

CONSIDERING THAT this request will not increase public health risks;

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CONSIDERING THAT this request does not affect the quality of the environment or the general welfare;

CONSIDERING THAT this request is minor in nature;

CONSIDERING THAT the Urban Planning Advisory Committee has examined this request and recommends to Council's approval;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble is an integral part of this resolution;

TO GRANT the requested exemption for lots 6 023 942, 6 023 943 et 6 023 944, rue Allen (4683-06-7939, 4683-06-7064 and 4683-06-4044) for an existing driveway serving three (3) residences while the regulation in effect allows for a driveway to serve a maximum of two residences, as per the certificate of location signed by Mr. Philippe Bélanger, surveyor, dated November 20th, 2023 under the following condition: specifically, the addition of a turnaround for emergency vehicles as per the regulation in effect and the recommendations of the Morin-Heights public safety and fire department;

66.02.24 MINOR EXEMPTION 243, 4^e RANG

- The president of the assembly opens the consultation meeting regarding the minor derogation at 19:54;
- The president of the assembly invites the Director general to read the proposal and explain the requested derogation;
- The president of the assembly invites anyone interested who were duly convened to this meeting by public notice dated January 29th, 2024 be heard in this dossier. The meeting ends at 19:56;

CONSIDERING THAT this request was processed according to the provisions of By-law (646-2022) concerning minor exemptions;

CONSIDERING THAT this request meets the objectives of the urbanism plan;

CONSIDERING THAT the application of the current by-law would cause serious prejudice to the applicant;

CONSIDERING THAT this request does not affect the enjoyment of property rights by neighbouring owners;

CONSIDERING THAT this request will not increase the risk to public safety;

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CONSIDERING THAT this request will not increase public health risks;

CONSIDERING THAT this request does not affect the quality of the environment or the general welfare;

CONSIDERING THAT this request is minor in nature;

CONSIDERING THAT the Urban Planning Advisory Committee has examined this request and recommends to Council's approval;

It is proposed by Councillor Claude P. Lemire
IT IS RESOLVED:

THAT the preamble is an integral part of this resolution;

TO GRANT the requested exemption for 243, 4e Rang (4688-50-0442) for the construction of a type of accessory specifically an in-ground pool partly in the front yard, 17,6 meters from the property line while the regulation in effect does not allow for this type of in-ground pool in the front yard, as per the plan prepared and signed by Mr. Philippe Woodrough, architect dated November 29th, 2023, dossier no. 20-883.

TO REQUIRE the planting and maintenance of a visual plant screen of a minimum height of 5 feet between the pool and the street;

67.02.24 SPAIP – PROJECTED LOT 6 603 697, CHEMIN DES HAUTEURS

CONSIDERING THAT a request for approval by the site planning and architectural integration program was submitted by the owner of the property located on projected lot 6 603 697, chemin des Hauteurs in zone RF-5, and that the lot is located in whole or in part in an elevation sector of 350 metres or more;

CONSIDERING THAT the owner has submitted a proposal to proceed with the construction of a main building (single-family dwelling) in accordance with By-law 647-2022 respecting SPAIP;

CONSIDERING THAT the present resolution will become null and void if the work is not carried out within the time limit stipulated in the By-law regarding permits and certificates;

CONSIDERING THAT the Planning Advisory Committee has examined this proposal and recommends its acceptance by Council;

It is proposed by Councillor Peter MacLaurin
And unanimously resolved by the councillors:

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TO APPROVE the plans in accordance with the objectives and criteria of the SPAIP for the construction of a main building (single-family dwelling) on projected lot 6 603 697, chemin des Hauteurs as per the submitted plans and specifications;

68.02.24 SPAIP – LOT 4 571 455, RUE HAZEN-RIDDELL

CONSIDERING THAT a request for approval by the site planning and architectural integration program was submitted by the owner of the property located on lot 4 571 455, rue Hazen-Riddell in zone RV-2, and that the lot is located in whole or in part in an elevation sector of 350 metres or more;

CONSIDERING THAT the owner has submitted a proposal to proceed with the construction of a main building (single-family dwelling) in accordance with By-law 647-2022 respecting SPAIP;

CONSIDERING THAT the present resolution will become null and void if the work is not carried out within the time limit stipulated in the By-law regarding permits and certificates;

CONSIDERING THAT the Planning Advisory Committee has examined this proposal and recommends its acceptance by Council;

It is proposed by Councillor Gilles Saulnier
And unanimously resolved by the councillors:

TO APPROVE the plans in accordance with the objectives and criteria of the SPAIP for the construction of a main building (single-family dwelling) on lot 4 571 455, projected address: 27, rue Hazen-Riddell (4482-41-8007) as per the submitted plans and specifications;

69.02.24 MUNICIPALISATION OF RUE ALLEN, PHASE 2 AND RUE DES FONDEURS

WHEREAS the Municipality has issued a subdivision permit for the real estate development on rue Allen, phase 2 and rue des Fondateurs on December 12th, 2019;

WHEREAS the municipal council has authorized the realization of municipal works for the construction of rue Allen, phase 2 and rue des Fondateurs;

WHEREAS the construction of the street has been completed within the parameters of the Infrastructure Construction Policy;

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CONSIDERING THAT the professionals assigned to the project have submitted a letter of commitment as well as the certificates of compliance required by said Policy;

CONSIDERING the provisions of the Policy on the municipalization of infrastructures;

CONSIDERING THAT the Interim Director of Urban Planning and Environment and the Director of Public Works and Infrastructures recommend to Council the municipalization of this portion of the extension of rue Allen, phase 2 and rue des Fondateurs as defined in the technical description attached to this request;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble be made an integral part of the present document;

TO MUNICIPALIZE rue Allen, phase 2 and rue des Fondateurs as defined in the technical description produced in support of this resolution and annexed hereto to form an integral part thereof;

TO AUTHORIZE the Mayor and the Director General, and they are hereby authorized, to sign, for and in the name of the Municipality, all documents required to give effect to the present resolution;

TO AUTHOIZE the Mayor and the Director general, and they are hereby authorized, to sign, for and in the name of the Municipality, any pertinent servitude regarding the present resolution;

70.02.24 FIRST DRAFT RESOLUTION – SPECIFIC CONSTRUCTION, ALTERATION OR OCCUPANCY PROPOSALS FOR AN IMMOVABLE (SCAOPI) FOR LOTS 6 347 490 AND 6 523 218, RUE KENNEDY

CONSIDERING THAT SCAOPI request number 2023-40047 was submitted for the construction of a three-unit residential building;

CONSIDERING THAT the following conditions are incompatible with our zoning by-law;

- The three-family residential use (H3) is not authorized in zone RV-8;
- The available building area is 1070 m², whereas section 183 of Zoning By-law 642-2022 requires a building area of 1,200 m² for a lot of 2,000 m² or more.

WHEREAS the property in question is located in a sector where there are multi-family residences;

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CONSIDERING the objectives of Urbanism By-law (641-2022) are respected;

CONSIDERING the compatibility of the proposed occupancy with the surrounding environment;

CONSIDERING the project's integration into the built, architectural and natural landscape in which it is located;

CONSIDERING the integration of the project in terms of layout, massing, density and landscaping;

CONSIDERING the advantages of the proposed enhancement of outdoor spaces and plantings;

CONSIDERING the quality of the functional organization of the project with respect to parking, access and safety, among other things;

CONSIDERING THAT, with the exception of the regulatory provisions covered by this SCAOPI, the project complies with the provisions of existing urban planning by-laws;

CONSIDERING THAT this project complies with the objectives of the Land Use Planning and Development Plan in force;

CONSIDERING THAT this project meets the evaluation criteria stipulated in By-law 648-2022 respecting specific construction, alteration or occupancy proposals for immovables;

CONSIDERING THAT the Planning Advisory Committee has issued a favourable opinion on this project under resolution 09-01-24;

The Director General tabled the draft resolution, outlined its main points and informed Council of the adoption procedure.

It is proposed by Councillor Carole Patenaude
And unanimously resolved by all councillors:

TO ADOPT the first draft of resolution 2023-40047 concerning the construction of specific construction, alteration or occupancy proposals for an immovable (SCAOPI) a three-unit residential building on part of lots 6 347 490 and 6 523 218;

To this end, the registrar-treasurer mentions that the municipality will hold a public consultation meeting on the SCAOPI on Wednesday, March 13th, 2024 at 19:00.

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71.02.24 PERSONS AUTHORIZED TO ACCOMPANY THE
DESIGNATED OFFICER FOR THE PURPOSES OF SECTION
42 OF BY-LAW (632-2022) RESPECTING THE SANITATION,
MAINTENANCE AND OCCUPANCY OF BUILDINGS

WHEREAS Article 42 of By-law (632-2022) regarding cleanliness, maintenance and building occupancy prescribes that Council must appoint any person accompanying a designated officer under this same section;

It is proposed by Councillor Peter MacLaurin

IT IS RESOLVED:

TO PERMIT the official designated under Article 3 and for the purposes of the application of Chapter 6 of By-law (632-2022) regarding cleanliness, maintenance and building occupancy to be accompanied by any person employed by the Municipality, by a bailiff, a police officer or any person likely to corroborate the finding of any fact or to assist in the assessment of the condition of any premises;

72.02.24 MONTHLY REPORT FROM THE DIRECTOR

The Director presents Council, who acknowledge receipt of her monthly report from the Director, Recreation, culture and community life as well as the lists of authorized expenses during the month of January 2024 as per By-law (577-2019) regarding financial administration.

73.02.24 GRANT APPLICATION – FONDATION DE LA FAUNE DU QUÉBEC
– GRASSROOTS FISHING PROGRAM

CONSIDERING THAT the Municipality organizes an annual children's fishing day in June;

WHEREAS the Fondation de la faune du Québec offers the "Pêche en herbe" program to finance activities or events to introduce young people to fishing;

WHEREAS the « 2024 annual fishing day » will be held on June 8th;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED:

TO AUTHORIZE the submission of a request for financial assistance to the Quebec Wildlife Foundation in order to finance a portion of the Municipality's « 2024 annual children's fishing day » event;

TO AUTHORIZE the Director of Recreation, Culture and Community life and she is hereby authorized, to sign, for and in the name of the Municipality, all documents required to follow up on this application;

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**A.M.01.02.24 NOTICE OF MOTION AND TABLING OF DRAFT BY-LAW
(752-2024) ON THE RECOGNITION OF THE TRINITY
ANGLICAN CHURCH AND ITS CEMETERY AS A LOCAL
CULTURAL HERITAGE**

Notice of motion is given by Councillor Peter MacLaurin that By-law (752-2024) on the recognition of the Trinity Anglican church and its cemetery as a local cultural heritage will be presented at a future council meeting.

Draft by-law (752-2024) on the recognition of the Trinity Anglican church and its cemetery as a local cultural heritage is presented herewith.

**74.02.24 HIRING OF A TRAIL MAINTENANCE ATTENDANT AND
MODIFICATION TO RESOLUTION 31.01.24**

WHEREAS the Municipality's 2024 budget;

WHEREAS the hiring of temporary seasonal employees is necessary for the operations of the recreational and cross-country ski trails;

WHEREAS the recommendation of the Director of Recreation, culture and community life and the Director General for the purpose of hiring an attendant for the maintenance of trails, for a seasonal, part-time and temporary position;

CONSIDERING the Remuneration policy for the employees of the Recreation, culture and community life department;

CONSIDERING resolution 31-01-24 must be amended to correct the salary echelon of a specific employee;

It is proposed by Councillor Claude P. Lemire
IT IS RESOLVED :

THAT the preamble be an integral part of the present document.

TO RATIFY the hiring of the following persons as a patroller-customer service attendant and tracker for the duration of the 2023-2024 season in accordance with the terms of the Remuneration policy for the employees of the Recreation, culture and community life department;

TO MODIFY resolution 31-01-24 in order for the specified employee's echelon to be set at 2:

Names	Position	Echelon	Start date
Serge Demers	Patroller-customer service attendant	2	December 24th, 2023
Sam Kirkpatrick	Tracker	2	December 5th, 2023

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75.02.24 RENEWAL OF THE OCCUPATION PERMIT FOR A PUBLIC
BUILDING

WHEREAS the Municipality occupies lot 4 187 610 of the cadaster of Quebec, commonly known as 'central park' since 2014;

WHEREAS the lot constitute the eastern entryway to the village core via Route 364 as well as the link between the eastern and western portions of chemin du Village;

WHEREAS the Municipality has made several improvements to this park in recent years;

WHEREAS the Municipality's main identification is located in this park;

WHEREAS the Municipality and the ministère des Transports du Québec, owner of the lot, wish to formalize the occupation of the lot by the Municipality, in accordance with the provisions of the present by-law;

WHEREAS the lot in question constitutes a surplus immovable within the meaning of the provincial regulation respecting the conditions for the disposal of surplus immovables (RLRQ, c. M-28, r.2), for which the said Ministry may grant an occupancy permit;

WHEREAS the ministère des Transports du Québec has submitted to the Municipality a draft agreement, of which the members of Council have had the opportunity to take cognizance, providing for the granting, to the Municipality, of an occupancy permit for a period of five years in consideration of the payment of a sum of \$ 554 plus taxes;

It is proposed by Councillor Carole Patenaude

IT IS RESOLVED:

THAT the preamble be and is an integral part hereof;

TO APPROVE the draft agreement for permission to occupy lot 4 187 610 of the Quebec cadastre with the ministère des Transports du Québec;

TO AUTHORIZE the Mayor and the Director General, and they are hereby authorized, to sign, for and in the name of the Municipality, the said draft agreement and to authorize the Director General to make any and all payments to give effect thereto in accordance with its terms;

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76.02.24 AUTHORIZATION – GRANT APPLICATION TO THE
PROGRAM SIGNATURE DE LA MRC DES-PAYS-D’EN-HAUT
2023-2024 – AXE 1 – DEVELOPMENT AND MANAGEMENT
OF TRAILS AND THEIR SURROUNDINGS – CASTEL MARIE
CONSOLIDATION PROJECT AND SERVITUDES FOR THE
PORTAGEUR, TRIANGLE AND VIKING SOUTH TRAILS

CONSIDERING that the Municipality of Morin-Heights wishes to carry out a project entitled: « Consolidation pôle du Castel Marie » with the objective of providing a parking lot with a minimum of 40 spaces to offer accessibility to this new site;

CONSIDERING that the Municipality of Morin-Heights wishes to acquire servitudes for the Portageur, Triangle and Viking South trails;

CONSIDERING that total project costs are estimated at \$117,000;

CONSIDERING the *Signature innovation program* of the MRC des Pays-d'en-Haut *Nos sentiers au cœur du développement des Pays-d'en-Haut*, as per the agreement related to the *Fonds régions et ruralité - Volet 3* concluded with the ministère des Affaires municipales et de l'Habitation (MAMH) in March 2022;

WHEREAS the agreement with the Ministère des Affaires municipales et de l'Habitation (MAMH) requires that funded projects be completed and all funds disbursed before December 31st, 2025;

WHEREAS this call for projects makes it possible to submit an application for each of the various categories A – Consolidation of major recreational centres, subsidizing 80% of project costs up to a maximum of \$40,000;

CONSIDERING THAT applications may be submitted for Category B up to a maximum of \$120,000;

CONSIDERING the financial commitment of Morin-Heights to the project in the amount of \$65,000;

It is proposed by Councillor Gilles Saulnier

IT IS RESOLVED :

TO AUTHORIZE Mrs. Marie-Eve Gauthier, Director, Recreation, culture and community life department to submit a request for financial assistance within the framework of the 2023-2024 call for projects under the MRC des Pays-d'en-Haut's Signature innovation program *Nos sentiers au cœur du développement des Pays-d'en-Haut*, category A - La consolidation de pôles récréatifs d'importance and category B for « Développement et aménagement de sentiers et de leurs environs - pérennisation des parcours d'interconnexion » ;

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TO CONFIRM a commitment to pay the municipal share of eligible project costs;

TO CONFIRM a commitment to complete the work and the project report within the timeframes stipulated in the program;

TO AUTHORIZE Marie-Eve Gauthier, Director of Recreation, Culture and Community Life, to sign for and in the name of the Municipality, all documents related to this request, including the funding agreement, subject to final approval of the project by Council.

QUESTION PERIOD

Council answers questions posed by the public.

77.02.24 END OF THE MEETING

The agenda having been completed, it is proposed by Councillor Claude P. Lemire that the meeting end at 20:40.

I have approved each and every
resolution in these minutes

Tim Watchorn
Mayor

Hugo Lépine
Director general /
Registrar-treasurer

Fifteen people attended the meeting.